

**Interagency Coordinating Council on Early Intervention
Public Awareness Committee
February 26-27, 2004**

Members Present: Elaine Schneider (Co-Chair), Hedy Hansen (Co-Chair), Zelna Banks, Kathleen Colvin, Stephanie Pringle Fox, and Cynthia Jaynes

Members Absent: Shirley Stihler, Thomas McCool, and Toni Doman

Department Liaisons: Pat Widmann (DDS)/Janet Canning (CDE—absent)

Staff: Elissa Provance (WestEd)

Visitor: Rosa King, (DDS)

The meeting was called to order by Elaine Schneider who introduced Hedy Hansen as the new PAC Co-Chair, who replaced Michelle Douyon-Davis. The Co-Chairs informed the Committee that the Executive Committee was going to convene again for an afternoon session to discuss data questions and the tracking tool.

The Co-Chairs provided the committee with a summary of the Executive Committee meeting, which included the presentation of a summarized tracking tool that contained points from all Committee tracking tools. Feedback from this process included some Executive Committee members feeling their areas of concern were not well-represented in this summary.

The DDS data summary was also discussed and questions related to data collection were brainstormed and reviewed by all members. Questions were presented to Ken Freedlander during his visit to the Committee.

The current tracking tool was revised to better represent outcome areas and approaches to tasks.

The Committee adjourned at 3:00 p.m.

ICC PRIORITY	APPROACH (DDS Priorities)	MEASUREABLE OUTCOMES	ACTION PLAN (activities and methodologies)	INFORMATION AND DATA SOURCES	FOR NEXT MEETING
□ Early Entry	<p>Increase collaboration</p> <p>Increase awareness</p> <p>Increase Access</p>	<p>Increase the number and percentage of eligible children served (by 10% or to meet the 2.2% criteria set by OSEP).</p> <p>Lower the average age of entry into Early Start (by six months)</p>	<p>Recommend that Executive Committee determine common methodology for establishing referral data baseline.</p> <p>Develop recommendations for a best practice protocol for inquiry/ intake questions that avoid telephone screenings for eligibility.</p> <p>Develop recommendations that address inquiry/intake procedures and the collection of outreach information from vendors for inclusion in site monitoring of child find and referral requirements.</p> <p>Develop recommendations for a product evaluation plan.</p> <p>Develop recommendations for statewide and</p>	<p>Note: <i>Data requested by regional center (RC) catchment area.</i></p> <p>Monitoring data on inquiry/intake procedures – DDS</p> <p>Unavailable. Currently not part of monitoring protocol.</p> <p>Referral data (age at referral, referral source) – DDS/CDE</p> <p>Data on % of gen'l population served – DDS/CDE</p> <p>Provided</p> <p>Summary of referral data from annual report & Neils Study WestED</p> <p>Current product dissemination plans - DDS</p> <p>Summary of the dissemination of products by</p>	<p>Zelna provided info on inquiry/intake procedures and results of an informal phone survey of two RCs. Completed</p> <p>Analyze available data to address priority outcome.</p> <p>Identify additional data needs.</p> <p>Discuss findings in relation to PAC's priority activity.</p>

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Early Entry continued			<p>local dissemination plans including internet access, website linkages, PSA distribution and traveling poster.</p> <p>Follow status of Early Start Month. Proclamation approved & available on Governor's website.</p>	<p>RC, SELPA & FRC - WestEd</p> <p>Staff w/ expertise in outreach evaluation. DDS</p> <p>Each type of outreach activity quantified - DDS</p> <p>Demographic data incl. hard-to-reach populations - DDS</p> <p>Which entities use what outreach modalities, i.e., who has websites?</p>	
<p>□ IFSP</p>	<p>Increase collaboration</p> <p>Increase awareness</p> <p>Increase Access</p>	<p>(Provide information to increase the ability of all IFSP team members to be informed and prepared to function as active members of the team.</p> <p>Increase use of family-friendly language used by professionals</p>	<p>Assist DDS in developing a family-friendly IFSP booklet (all committees to assist).</p> <p>Recommend a process for inviting vendors, health care providers, and others to IFSP meetings.</p>	<p>Content of current FRCN parent trainings. FRCs</p> <p>Current DDS training info from SC Handbook and Institute Catalogues. WestEd</p>	<p>Toni to send Elissa FRC Power Point training. Completed.</p> <p>Review available data and materials</p>

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		and provide definitions to address needs	Recommend that DDS post Parents' Rights on the DDS website in PDF format. Completed in 3/04.	CDE IFSP Handbook. CDE Listing of SCs with expertise in coordinating IFSP meetings. DDS & SEEDS Monterey's process for providing meeting notices. Shirley	
□ Transition	<p>Increase collaboration</p> <p>Increase awareness</p> <p>Increase Access</p>	Increase family satisfaction regarding transition (as measured by Family Satisfaction Survey)	<p>Provide input into the Transition section of the proposed Family IFSP booklet.</p> <p>Provide recommendations for ensuring meeting notices are timely and include relevant participants.</p> <p>Provide recommendations for a survey tool to measure family satisfaction.</p>	<p>Transition materials currently used in use.</p> <p>Identify SELPAs or districts that function well during transition to Part B. CDE & SEEDS</p> <p>Transition section of the Service Coordinator's Handbook. WestEd</p> <p>Transition section of CDE's IFSP Handbook. CDE</p>	<p>Janet to bring Transition section of IFSP Handbook</p> <p>Janet to contact SEEDS about exemplary programs</p> <p>Elissa to provide Transition section of the Early Start Service Coordinator's Handbook</p>

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				Parent Satisfaction Survey Data – WestEd Matrix of sig. transition points – Elaine.	